

**MIAMI TOWNSHIP BOARD OF TRUSTEES**

**MAY 19, 2015**

The Miami Township Board of Trustees met in regular session on Tuesday, May 19, 2015 at 7:00 PM. Trustee Mary Makley Wolff called the meeting to order and led the Pledge of Allegiance. The invocation was a moment of silence for lost loved ones. Fiscal Officer Mr. Ferry called the roll. Attending were Trustees Mary Makley Wolff and Karl Schultz. Ms. Schultz made a motion to approve the minutes of the April 21, 2015 business meeting, the May 5, 2015 special meeting and the May 11, 2015 work session, seconded by Ms. Wolff with all voting "AYE".

**Correspondence:** None

**Proclamations and Special Presentations:** Mr. Schultz read a proclamation proclaiming the week of May 17-23 as Emergency Medical Services Week.

**Personnel Action:** Mr. Schultz made a motion to grant final employment to Tyler Foster for the position of Police Officer with a twelve month probationary period at a starting annual salary of \$56,957.32 effective May 26, 2015, seconded by Ms. Wolff with all voting "AYE".

Chief Madsen gave some background on Mr. Foster noting Mr. Foster is in the Marine Corps as a reservist and he is the replacement hire for Bill Adams who retired in November. Joe Braun, Township Law Director, administered the Oath of Office to Officer Foster. At this time there was a pinning ceremony.

**Department Reports:** A representative of each department presented a report of activities during the month of April 2015.

Community Development	Mr. Fronk
Finance	Mr. Ferry
Fire/EMS	Chief Kelly
Police	Chief Madsen
Recreation	Mrs. Thibodeau
Service	Mr. Fronk
Administration	Mr. Fronk

**New Business:** Mr. Schultz made a motion to pay the bills of the Township with 232 checks numbered 120808 - 121040 and 14 electronic checks numbered 564 - 578 for the total amount of \$2,230,067.91 plus payroll and payroll taxes for the week of 04/25/2015 in the amount of \$363,364.45 and payroll and payroll taxes for the week of 05/09/2015 in the amount of \$370,363.90, seconded by Ms. Wolff with all voting "AYE".

Ms. Thompson, Assistant Township Administrator, advised of the need for a Then and Now Certificate in the amount of \$17,666.76.

Mr. Schultz made a motion to adopt Resolution 2015-17 authorizing the Township Fiscal Officer to issue and certify a Then and Now Certificate for payment of various expenditures totaling \$17,666.76, seconded by Ms. Wolff with all voting "AYE".

Ms. Thompson advised the Board of the following personnel actions: to recommend the Board grant final offers of employment for the position FirefighterII/Paramedic effective June 14, 2015 to Andrew Browning, Jonathan Furbush, Benjamin Geiger, Timothy Harrison, Daniel Lohbeck, Stephanie McMahan, Scott Ray, Maria Rensing and Stephen Roos. All at a probationary hire rate of \$15.63 per hour; dayshift hourly rate of \$19.84 per hour and nightshift hourly rate of \$16.96 per hour.

Mr. Schultz moved to approve the Fire Department personnel action as presented, seconded by Ms. Wolff with all voting "AYE".

In the Service Department to accept the resignation of Jessi Hardin from the position of part-time maintenance worker effective May 15, 2015.

Mr. Schultz moved to approve the Service Department personnel action as presented, seconded by Ms. Wolff with all voting "AYE".

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Also in the Service Department to grant probationary employment to Justin Leever as a Maintenance Worker I, Step 1 at \$15.64/hr. effective May 10, 2015; probationary employment to Timothy Berchem as a Maintenance Worker III, Step 1 at \$20.20/hr. effective May 11, 2015; probationary employment to Eric Wiederhold as a Maintenance Worker II, Step 1 at \$17.78/hr. effective May 18, 2015 and probationary employment to John Musselman as Service Director at \$88,000.00/yr. effective June 1, 2015.

Mr. Schultz moved to approve the Service Department personnel actions as presented, seconded by Ms. Wolff with all voting "AYE".

In the Recreation Department, Ms. Thompson recommended the Board grant probationary employment to Jan Ellis as a Recreation Assistant/Instructor at \$10.00/\$15.00 per hour retroactive to May 7, 2015 and grant probationary employment to Jessica Lamb as a Recreation Assistant/Instructor at \$10.00/\$15.00 per hour retroactive to May 7, 2015.

Mr. Schultz moved to approve the Recreation Department personnel actions as presented, seconded by Ms. Wolff with all voting "AYE".

Also, in the Recreation Department, to grant probationary employment to Sami Connor and Sara Fatute as a Recreation Assistant at \$8.50/hr effective June 3, 2015.

Mr. Schultz moved to approve the Recreation Department personnel actions as presented, seconded by Ms. Wolff with all voting "AYE".

Grant probationary employment to Sara Ehrman and Lindsay Schaeffer as a YELL Volunteers effective June 1, 2015.

Mr. Schultz moved to approve the Recreation Department personnel actions as presented, seconded by Ms. Wolff with all voting "AYE".

Ms. Thompson advised of the adjustment in pay rate for Recreation Personnel effective 5/19/15: Janie Grover – from \$8.00/hr. to \$10.00/hr.; Haley Hill – from \$8.00/hr. to \$10.00/hr. as Assistant and \$15.00/hr. as Instructor; Liz Knueven from \$8.00/hr. to \$9.00/hr.; Kyle Smith from \$8.00/hr. to \$9.00/hr.; Kelsi Spillman from \$8.00/hr. to \$9.00/hr.; Teresa VanCauwenbergh from \$8.00/hr. to \$9.00/hr.; Logan Gessner – add \$15.00/hr. rate as Instructor and Barb Brown – add \$20.00/hr. rate as Instructor.

Mr. Schultz moved to approve the Recreation Department personnel actions as presented, seconded by Ms. Wolff with all voting "AYE".

In the Community Development Department, Ms. Thompson is recommending the Board grant conditional employment to Brian Elliff for the position of Planning and Zoning Administrator.

Mr. Schultz moved to approve the Community Development Department personnel actions as presented, seconded by Ms. Wolff with all voting "AYE".

It was noted that Tessa Lynn Wiedeman's rate adjustment, from \$8.00/hr. to \$9.00/hr, was left off of the list for personnel actions in the Recreation department.

Mr. Schultz moved to approve the Recreation Department personnel actions as presented, seconded by Ms. Wolff with all voting "AYE".

Ms. Thompson advised the Service Department is in possession of a 1995 Hot Box SN-15136 Model Aeroil PHP-4 that is no longer of use to the Township and Goshen Township has requested to purchase the Hot Box for \$200.00.

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Mr. Schultz made a motion to adopt Resolution 2015-18 a resolution disposing of surplus equipment and authorizing the sale of surplus equipment to another political subdivision and dispensing with the second reading, seconded by Ms. Wolff with all voting "AYE".

Ms. Thompson advised the Service Department is requesting to dispose of, by auction, a 1990 Eager Beaver Trailer and the 1986 Cemetery Truck that are no longer necessary for its operation or is obsolete. If no qualified bidders are found then they request to dispose of the equipment by destruction or other means.

Mr. Schultz moved to adopt Resolution 2015-19 a resolution authorizing the disposal of surplus property and authorizing the sale of unneeded or obsolescent personal property no longer necessary for Township use by auction pursuant to Section 505.10 of the Ohio Revised Code. If no qualified bidders are found within thirty (30) days the Service Department Director and/or Administrator is authorized to dispose of the equipment by destruction or other means, seconded by Ms. Wolff with all voting "AYE".

Mr. Fronk advised the Board that Section 10 of Ms. Thompson's Administrator employment contract it states Miami Township will pay the employee share of her OPERS contribution. In order to provide this benefit, OPERS requires the Township to adopt a resolution establishing an OPERS Pick-Up Plan. The plan must designate who is eligible to participate in the pick-up plan and in this case only Ms. Thompson is eligible.

Mr. Schultz moved to adopt Resolution 2015-20 a resolution that Miami Township will pick up the statutorily required employee contribution to the Ohio Public Employees Retirement System for Assistant Township Administrator Christine Thompson pursuant to Revised Code 414(H)(2), seconded by Ms. Wolff with all voting "AYE".

Ms. Thompson advised the Board of the need for the Township to renew its Property & Liability Insurance. The renewal premium for 2015-2016 is \$133,169.00 which is an increase of \$10,001 from 2014-2015. Two reasons for the increase are covering new vehicles and the substation 29. The Township will receive \$8,295.11 as a rebate from OTARMA and will make this year's premium \$124,873.89.

Mr. Schultz made a motion to renew its Property and Liability insurance with OTARMA at a renewal premium not to exceed \$133,169.00 and authorize the Township Administrator to execute the documents on behalf of the Board, seconded by Ms. Wolff with all voting "AYE".

Ms. Thompson is recommending the Board approve a contract between RL Record, LLC and Miami Township Board of Trustees for Planning, Community Development and other services at a cost not to exceed \$100.00 per hour and billed on a monthly basis. This will allow Mr. Fronk to provide services of ongoing projects, planning issues and allow for a continued smooth transition in leadership.

Mr. Schultz made a motion to enter into an Agreement with RL Record LLC for Planning/Community Development and other services at a cost not to exceed \$100.00 per hour, seconded by Ms. Wolff with all voting "AYE".

Ms. Thompson advised of a Memorandum of Understanding with the Fire & EMS Department, IAFF local 3768 regarding "Calamity Time" which are situations that fall outside normal time off criteria such as sick, personal or vacation. Union members would contribute overtime and or personal time to a "calamity bank" that could be use to cover this type of emergency time off. Ms. Thompson is recommending the Board approve the Memorandum of Understanding between Miami Township Board of Trustees and the International Association of Firefighters, Local #3768 as it relates to calamity time.

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Mr. Schultz moved to approve the Memorandum of Understanding between Miami Township Board of Trustees and the International Association of Firefighters, Local #3768 as it relates to calamity time, seconded by Ms. Wolff with all voting "AYE".

Mr. Fronk advised of the need to renew the street lighting district for Bayhill at the Oasis Subdivision and is recommending the Board adopt a resolution for this.

Mr. Schultz made a motion to adopt Resolution 2015-21 a resolution providing for the procurement of a street lighting system, dispensing with the second reading and declaring an emergency for Bayhill at the Oasis, seconded by Ms. Wolff with all voting "AYE".

Mr. Fronk advised the developer of Pine Bluffs Subdivision has submitted for a lighting district for Section 1 which will require a public hearing. The developer owns all of the lots and Duke Energy has completed a plan with three (3) lights. The annual electric and maintenance cost for the three (3) lights is \$306.00 which calculates to \$13.91 per lot (22 lots). Mr. Fronk is recommending the Board set this public hearing for June 16, 2015 at 7:00 p.m.

Mr. Schultz made a motion to set June 16, 2015 at 7:00 p.m. for a public hearing for a new lighting district for Pine Bluffs Subdivision Section 1 and any other business to come before the Board, seconded by Ms. Wolff with all voting "AYE".

Mr. Fronk advised the Board of the need for a nuisance abatement for properties with high grass and weeds. Mr. Fronk is recommending the Board adopt a resolution for this abatement.

Mr. Schultz made a motion to adopt Resolution 2015-22 a resolution authorizing the abatement, control or removal of vegetation, garbage, refuse or debris, seconded by Ms. Wolff with all voting "AYE".

Mr. Fronk advised residents on Mt. Zion Road have contacted the Township requesting the 35 mph and 40 mph speed limits on the road be lowered. Since this road is not in a subdivision it was passed on to the County Engineer for their study. The County Engineer has requested a resolution from the Trustees supporting the lowering of the speed limit on Mt. Zion that will be submitted to the Department of Transportation along with their speed study.

Mr. Schultz made a motion to adopt Resolution 2015-23 a resolution lowering the speed limit on certain streets in Miami Township, seconded by Ms. Wolff with all voting "AYE".

Mr. Fronk advised of the need for a speed reduction on part of Ridgewood Drive which is still 55 mph.

Mr. Schultz made a motion to adopt Resolution 2015-24 a resolution lowering the speed limit on certain streets in Miami Township, seconded by Ms. Wolff with all voting "AYE".

Ms. Thompson presented an out of Township travel request to permit Chief Kelly to attend the 2015 Ohio Fire Chiefs' Association Conference in Columbus, Ohio from July 16<sup>th</sup> – 20<sup>th</sup> at a cost not to exceed \$1,365.00.

Mr. Schultz moved to approve the out of Township travel request as presented, seconded by Ms. Wolff with all voting "AYE".

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**Public Comment:** Mr. Marv Hudson came forward representing St. Vincent DePaul to remind the Board of The Run For The Poor on Saturday, June 13<sup>th</sup> beginning at 9:00 a.m. Flyers will be handed out, on Thursday, to the residents along the course advising them of the race and Friday evening “no parking” signs will be going up. On Saturday the cones will go up along the course.

Mr. Jason Eggel came forward to introduce himself as a candidate for Municipal Court Judge in November.

With no further business to come before the Board the meeting was adjourned at 7:55 p.m.

ATTEST: \_\_\_\_\_  
Eric C. Ferry, Fiscal Officer

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Mary Makley Wolff, Chairperson